



October 7, 1986

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Based on our meeting from 9/30/86, here is the information you requested.

1. The first issue concerns setting up items in the Purchasing System with either a generic or non-generic item type. There are some advantages and disadvantages with either type which I have listed below.

a.) Non-Generic Item Type

- Each item that you create a purchase order for must be set up with a unique item number.
- The Purchasing System will automatically keep statistics on this particular item number for you.

b.) Generic Item Type

- When you set up an item number with a generic type, you have the flexibility to change the item description at the time you cut the PO, and this description will print on the hard copy purchase order.
- I will give you an example of when you may want to set up an item with a generic item type, which I feel will clarify this issue.

- EXAMPLE:

.Say you purchase pens, pencils and paper and do not want to set up each item individually with a unique item number.

.What you can do is set up 1 item number, say A100 with a generic item type and we will call the item description "office supplies".

.We can then create 3 separate PO's for item number A100, but change the item description to pens, pencils or paper.

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- EXAMPLE:

PO# :1 Item #:A100 Item Desc: Pens
PO# :2 Item #:A100 Item Desc: Pencils
PO# :3 Item #:A100 Item Desc: Paper

.The PS System still calculates statistics automatically for generic items, but these statistics are by item number, not item description.

.If you would need the statistics visibility separately for the pens, pencils and paper then you would have to set each one up with a unique item number as well as a non-generic item type.

Based on the above information, I recommend that you review the related item "statistics" screens, see what kind of information is on them and decide if you need that detailed kind of information for each and every item you purchase. ☐ this decision has to be made by your organization, I can only recommend the advantages/disadvantages of setting up the 2 different item types.

Here are the item "statistics" screens you should review:

- Screen IPS: p.III - 110 Operators Guide
p.III - 123 Application Guide
- Screen IPH: p.III - 112 Operators Guide
p.III - 123 & III - 125 Application Guide
- Screen IVP: p.III - 115 Operators Guide
p.III - 124 & III - 127 Application Guide
- Screen IVS: p.III - 119 Operators Guide
p.III - 124 Application Guide
- Screen IVA: p.III - 121 Operators Guide
p.III - 124 & III - 129 Application Guide
- Screen IPA: p.III - 126 Operators Guide
p.III - 124 & III - 131 Application Guide

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2. The 2nd issue I would like to discuss is the "buying entity" concern in Purchasing. Based on my conversation with John Holmes, this issue would be handled by way of a system mod.

Although MSA has provided a planning proposal, we have by mutual agreement decided to defer the finalizing of this mod pending the CIA's decision to continue with MSA.

3. The last issue concerns the outstanding contact numbers we tested on 9/30/86, after the new IDMS Purchasing tape was applied. Listed below are the contact numbers we agreed had been corrected and would be closed out by someone from your organization:

Contact #:	213240
"	213241
"	213242
"	213243
"	214142
"	215014
"	215138

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if you have any other questions or comments, please give me a call.

Sincerely,

Ed Winkler

Ed Winkler
Purchasing Account Manager

EW/jz

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cc: